

**MINUTES OF THE MEETING OF WESTON PARISH COUNCIL**  
**HELD ON THURSDAY 12<sup>th</sup> June 2025**  
**7:30pm at Weston Village Hall**

**PRESENT:** Cllr Alistair Schofield (Chair) Cllr John Cherry Cllr Tim Moody  
Cllr Matthew Hale Cllr Jacky Jones Cllr James Logan  
Cllr Judith Evans

**IN ATTENDANCE:**  
Minutes taken by the Clerk  
1 Member of Public

**2025/06/062 APOLOGIES FOR ABSENCE AND CHAIRMAN'S ANNOUNCEMENTS**

Apologies were received and approved from Cllr Steve Ludbrook and Cllr Stewart Clifford

**2025/06/063 PUBLIC PARTICIPATION**

None

**2025/06/064 DECLARATIONS OF INTEREST**

None

**2025/06/065 MINUTES OF PREVIOUS MEETING**

The Minutes of the meeting held on Thursday 8<sup>th</sup> May 2025 were approved and duly authorised by the Chairman.

**2025/06/066 PLANNING**

- a) Council will discuss all planning applications relevant to the Parish. As at the date of this Agenda, the following applications have been received: None.
- b) NHC Decision Notices.
  - 25/00842/LBC Pencroft SG4 7EB. Permission granted.
  - 25/00822/FPH 25 Hitchin Road SG4 7AY. Permission granted.
- c) GA1 "Roundwood". 24/02889/FP Land at Roundwood - Amendments to Application. An extension to the deadline has been requested. Deferred to the next meeting.
- d) GA2. No update for this Meeting.
- e) WE1. No update for this Meeting.

**2025/06/067 FINANCE, GOVERNANCE & ADMINISTRATION**

- a) Cheque Signing:
  - Clerk Salary (May 2025) - £360.00
  - Weston Village Hall (Invoice 965) - £22.00
  - Weston Village Hall (Invoice 971) - £22.00
  - Mr Roger Seifert (Grass Cutting Inv 19) - £360.00
  - Bushwood Services (Internal Audit 2024/25) - £150.00
  - Tim Moody (Steps at Halls Green) - £119.00
  - Tim Moody (Pump Installation) - £62.80
- b) Communications and Media. Deferred to the next meeting.
- c) Internal Audit 2024/25 recommendations. Council agreed to the use of a single expenses claim form, to be filled out and submitted for authorisation at a Meeting by the Clerk.

**2025/06/068      2024/2025 ANNUAL GENERAL ACCOUNTING RETURN**

- a) Annual Internal Audit Report. Noted. Recommendation agreed as per Minute 2025/06/067.

**Proposal:** To Agree the following documents:

- b) AGAR Section 1 – Annual Governance Statement
- c) AGAR Section 2 – Accounting Statements
- d) AGAR Bank Reconciliation and Explanation of Variances
- e) Period for the Exercise of Public Rights Tuesday 1<sup>st</sup> July – Monday 11<sup>th</sup> August

Proposed: Cllr Schofield

Seconded: Cllr Jones

In Agreement: All

The Clerk to undertake the following tasks:

- Submit Form 3, Bank Reconciliation, and the Explanation of Variances to the External Auditor by the 30<sup>th</sup> June.
- To display the unaudited accounts and the Period for the Exercise of Public Rights on the WPC website by the 30<sup>th</sup> June.

**2025/06/069      VILLAGE ENVIRONMENT including FOOTPATHS and MAINTENANCE**

- a) Tree Inspection. Evolution Tree Works have submitted the report and made recommendations for urgent work to be carried out to prevent the Red Chestnut near the Red Lion and the Chestnut on the southern tip of the Village Green from shedding limbs. At the same time dead wood will be removed from the other trees on the Village Green. Council agreed to the quotation of £1,068 (inc VAT). Evolution Trees to obtain any necessary permission from NHC.
- b) Installation of steps on footpath from Church towards Halls Green. Council thanked Cllr Moody for undertaking this work.
- c) Reported Items (All)
  - Low branches. Council thanked Cllr Moody, Cllr Cherry and Cllr Evans for removing a number of low branches to enable the grass cutting contractors to access all areas.
  - School lane. Council thanked Cllr Evans for cutting back the nettles.

**2025/06/070      RECREATION GROUNDS and SPORTS FACILITIES.**

- a) Weston Tennis Club Proposal: Court resurfacing. Council approved a contribution towards the resurfacing of the lesser of £5,333.00 or one third of the overall cost, whichever is the lesser. A representative of the Tennis Club also requested that they be permitted to put up A1-sized advertising board from sponsors of the Club as a means of raising funds. Members agreed provided that they are hung on the southern side of the upper court.
- b) Request for use of Recreation Ground. Council agreed the following users:
  - An U13 football team with members from the village.
  - Weston Rugby team for training sessions. This will be on a trial basis.
  - Outside socket and outside tap to be installed by the Weston rugby team with appropriate isolation when not in use.

**2025/06/071      HIGHWAYS and LIGHTING.** None.

**2025/06/072      MATTERS ARISING** to be added to the next Agenda:

**2025/06/074      DATE OF THE NEXT MEETING** Thursday 10<sup>th</sup> July 2025 at 7.30pm

The Chairman thanked everyone for attending and closed the meeting at 20:53

Signed.....  ..... **Chairman**

**Date:** 10<sup>th</sup> July 2025